DD/A 74-4844

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File O&M 1-4

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12 December 1974

MEMORANDUM FOR: Director of Communications
                    Director of Finance
                    Director of Joint Computer Support
                    Director of Logistics
                    Director of Medical Services
                    Director of Personnel
                    Director of Security
                    Director of Training
                    Director of
                    Chief, ISAS

STAT

    1. Through a dynamic program of trials and frequent errors we are attempting to arrive at a schedule conducive to getting the most from our MBO program. We realize now that it will be more beneficial to schedule the conferences farther apart. Attached is a new schedule to begin in January for the rest of this fiscal year. Please destroy all previously issued schedules.

    2. We ask that Office representation at these conferences be limited to the Office Director, Deputy Director and Chief of Plans. Any others attending should have specific, substantive input.

    3. In addition to tracking joint objectives, the meeting at the end of each conference period will be used as an opportunity to critique our MBO program in general. Representation at these conferences should be the Director or Deputy Director from each Office of primary interest and appropriate representatives from all other Offices.

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Chief, DD/A Plans Staff

Att

cc: Asst for Resources w/att

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DDA/PS:KP:jl/   (12 Dec 74)
Distribution:
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DD/A Management Conference Schedule
(Revised)

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OS	21 January	1030
OJCS	23 January	1030
OP	27 January	1030
☐	28 January	1030
OTR	30 January	1030
OMS	4 February	1300
OC	6 February	1030
OF	10 February	1030
OL	11 February	1030
ISAS	13 February	1030
*Joint	18 February	1030

STAT

OS	17 March	1030
OJCS	18 March	1300
OP	20 March	1030
☐	25 March	1300
OTR	27 March	1030
OMS	31 March	1030
OC	1 April	1300
OF	3 April	1030
OL	8 April	1300
ISAS	10 April	1030
*Joint	15 April	1300

STAT

OS	19 May	1030
OJCS	20 May	1300
OP	22 May	1030
☐	27 May	1300
OTR	29 May	1030
OMS	2 June	1030
OC	3 June	1300
OF	5 June	1030
OL	10 June	1300
ISAS	12 June	1030
*Joint	17 June	1300

STAT

OS	17 July	1030
OJCS	22 July	1300
OP	24 July	1030
☐	29 July	1300
OTR	31 July	1030
OMS	5 August	1300
OC	7 August	1030
OF	11 August	1030
OL	12 August	1300
ISAS	14 August	1030
*Joint	20 August	1030

*All Offices